

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A video/tele-conference/in person meeting of the Idaho PSAP Standards & Training Committee was held on March 1, 2023. The committee members were given the option to meet in person at the Idaho Sheriffs Association conference room 3100 Vista Ave, Boise, or to join the meeting virtually.

Commencement

Vice Chairman Lynn Parker called the meeting to order at 10:04 am MST. A quorum was present.

Members Present

- Andy Creech, Payette County SO (virtual)
- Cullin Sherman, Madison County SO (virtual)
- Lynn Parker, Jefferson County SO
- Jens Pattis, Idaho State Police
- Stephanie Harris, Pocatello PD (virtual)
- DeAnn Taylor, Cassia County SO (virtual)
- Carmen Boeger, Nampa PD
- Trisha Marosi, Idaho State Police (virtual)
- Casey Van Buskirk, Shoshone County SO (virtual)
- Megan Swensen, Fremont County SO (virtual)
- Wendy Berrett, Whitcom (virtual)
- Beverly Crawford, Kootenai County SO (virtual)
- Kelly Copperi, Valley County SO
- Marci Williams, Latah County SO (virtual)

Members Absent

- Roxanne Wade, Canyon County SO
- Erin Hidalgo, Bingham County SO (virtual)

Others Present

- Beth English, IOEM
- Sherry
- AJ Lowther
- Michele Carreras, StateComm

Consent Agenda

Committee Financial Report

Wendy Berrett reported the Travel and Training budget balance is \$19,277.35.

**Motion: Jens Pattis moved to accept the Treasures report. Seconded by Casey Van Buskirk
Motion passed.**

Information Agenda

PSAP Committee Meeting Date

Erin Hidalgo submitted request to discuss possibly changing the PSAP Committee Meeting date to Tuesdays on the months that there is not an IPSCC Meeting. Several members have existing commitments on Tuesdays, with some of their agencies moving meetings from Wednesdays to Tuesdays to accommodate PSAP members attendance. To change the scheduled meeting would also require a bi-law change. The consensus was to continue with the schedule as is, first Wednesday of the month.

Legislative Updates

Rule of 80 update bill to include dispatch supervisors has been written and submitted for committee hearing. The bill is going to be heard tomorrow March 2nd at 1:30 in the Senate Commerce & Human Resources Committee. Senate Bill 1121.

Sheriff's qualification bill has been submitted, and send back to committee. Unknown path for this session.

ECO Academy Curriculum Revisions & JTA-Job Task Analysis

There have not been any meetings, no updates.

Action Agenda

Minutes Approval – for the December 7, 2022, January 4, 2023, and February 1, 2023 meetings.

**Motion: DeAnn Taylor moved to accept all three months minutes. Stephanie Harris seconded.
Motions Passed.**

Beth English advised she is updating the IPSCC website now that includes a section for the PSAP Committee. She can add any information or training notices that we would like to on there, as well as meeting agendas and minutes. She requested the Committee meeting agendas and minutes from 2021 to current. We can send her all future agendas and minutes from now on.

Regional Quarterly Trainings

- Q1 2023 – Dawn Shumway, Ada County. All dates and locations have been confirmed. Carmen Boeger has worked with Dawn to get a flyer created and will be sending it out shortly.
- Q2 2023 – Stephanie Harris is working on a “Swatting Calls” class. The class is coming along. Stephanie requested any recordings of swatting calls other agencies have taken, to include them with she has from her agency.
- Q3 2023 – Possibly Nicole Whitaker, Ada County Dispatch. Harry Potter themed ECO training

Discussion on posting non PSAP Committee sponsored trainings on the Facebook page. Carmen Boeger will post agency sponsored trainings that she is made aware of.

TERT Initiative

No update.

2023 PSAP Conference – Boise Riverside Hotel, October 2-4, 2023

Keynotes

Day 1 – Adam Timm. Contract has been signed and sent back to him.

Day 2 – Maureen Dieckmann, Moetivations. Beverly Crawford advised she is waiting for confirmation of what topics, classes, and times we would like her to do, and she will send a contract when that is confirmed. Beverly will get a list of topics and email to the Committee Members.

Breakouts

Carmen Boeger has confirmed with Detective Benson that he can teach a Human Trafficking class. Also, Sgt Cantrell said he would be able to teach his active shooter class again.

Vendors – Trisha Marosi

Trisha opened vendor registration after the February meeting. She has already received positive responses from vendors, and they appreciate us opening registrations this early, and has received commitments of \$9,050 already. Trisha is doing vendor registrations the old way still through email and spreadsheet, pending the APCO Star Chapter website option.

Technical Track

Beth English is still good to take the lead for this. She asked when she needed to have class and instructor information set by. A deadline was set to have information for all classes and instructors confirmed by June 1st, so there is time to get attendee registration prepared to launch on July 1st.

Swag Bags

Kelly Copperi will look into purchasing the bags we would like, and we will follow up with Dana Hanford to see if his vendor would like to sponsor the cost of the bags and the printing.

Governor

Jens Pattis will ask about getting a welcome letter from the Governor, as well as the possibility of him opening and welcoming the Conference in person.

Legacy Award

Stephanie Harris will contact Sandy Huerta and see if she would be able to travel and attend the conference.

10th Anniversary Challenge Coin

Lynn Parker had emailed a design sample to the Committee members. Discussion on modifying the design. He will update the sample design and send back out to the committee.

2024 PSAP Conference CDA – October 7-9, 2024

Beverly Crawford reported that the hotel is requesting a \$500 deposit. She will work with Cassie Owens on getting that paid. The contract has been signed.

Future Meetings

- April 5th 2023, Idaho Sheriff's Association.
- May 3rd 2023, IPSCC will travel to East Idaho. Sherry Glick offered the conference room at her dispatch center in Idaho Falls.

Open Comment Period

Carmen Boeger asked if anyone has any plans for Dispatch Appreciation Week, requested that agencies forward her any plans or information that she can share on Facebook.

Adjourn

Motion: DeAnn Taylor moved to adjourn. Seconded by Jens Pattis.

The meeting adjourned at 11:25 p.m. MDT

Andy Creech
Committee Chair

Cullin Sherman
Committee Secretary

AGENDA
PSAP Standards & Training Committee
March 1, 2023 – 10:00 a.m. – 4:00 p.m. (Mountain)

In-Person: Idaho Sheriff's Association /2nd floor – Conference Room A / 3100 Vista Avenue, Boise, Idaho

Virtual: Video/Tele-Conference

<https://us02web.zoom.us/j/84938466561?pwd=L3BKcmpZTHJXZk42RTVPV1NmU01QUT09>

Meeting ID: 849 3846 6561 Passcode: 208911

One tap mobile +16694449171,,84938466561# US

*** Please note that the allotted times on the agenda are an approximation. ***

10:00 – 10:07	Commencement of Committee meeting, Roll call, and Introductions	Chair
10:08 – 10:10	Consent Agenda <ul style="list-style-type: none"> • Treasurer's Report – FY23 – last report – (\$ <u>19,528.71</u> / new report \$ _____) 	Chair Wendy
10:11 – 10:20	Information Agenda <ul style="list-style-type: none"> • PSAP Committee meeting date discussion • Legislative updates • ECO Academy Curriculum revisions – Job Task Analysis Kelly/Stephanie 	Chair
10:21 – 11:30	Action Agenda (ACTION ITEMS) <ul style="list-style-type: none"> • Minute approval – Dec 7, 2022 – Jan 4, 2023 – Feb 1, 2023 • Regional, Quarterly Trainings – <ul style="list-style-type: none"> ○ Q1 2023 <u>Dawn Shumway</u> ○ Q2 2023 <u>Idea – swatting calls, Stephanie Harris</u> ○ Q3 2023 <u>Idea – Harry Potter themed, Nicole Whitaker</u> • TERT Teams update Erin • PSAP Conference: <ul style="list-style-type: none"> ○ 2023 Conference Venue – Riverside, Boise (October 2-4, 2023) ○ Keynotes <ul style="list-style-type: none"> • Day 1 – Adam Timm • Day 2 – Maureen Dieckmann – Motivations Inc. • Breakouts – PSAP Committee Roundtable Discussion; Breakout 1; Breakout 2; Breakout 3; Breakout 4; Breakout 5 • Suggestions are Angela Weeks – Strangulation, Nampa Detective – Human Trafficking, Nicole Whitaker – Personality & Communication in Center, Trisha – Training Good, Better, Best, Lifelight Network, Ask Governor to give remarks, Maureen Motivations – Long Break out/keynote, Brian Taylor – Testifying ○ Conference Fundraising Goal - \$49,000 	Chair
11:30 – 12:45	LUNCH	
1:00 – 3:45	Action Agenda (ACTION ITEMS) continued... <ul style="list-style-type: none"> • Assignments <ul style="list-style-type: none"> ○ Sponsor/Vendors & Fees; extra raffle tickets given out by vendors, provided by us – Trisha ○ Speakers/Break-Outs/POST Credit Approval – Carmen/Roxanne ○ Facility/Food/AV Equipment/Scrutiny of contract & billing – Dawn/Roxanne ○ Welcome Reception – 1800 – 2000 Erin/Kelly/Cullin ○ Tuesday night event – Suggestion is to have a nice dinner w/music – Kelly/Carmen/Roxanne/Jens/Andy ○ POST Rosters - Kelly ○ Eventbrite Star Chapter/Registration/Attendee Name & Email List/Evaluations – Kelly/Cullin/Trisha ○ Binders / Posters / Promotional Materials – DeAnn ○ Swag Bags (250) – pens, raffle – Kelly ○ Certificates/Photos/Newsletter – Stephanie ○ Registration Table/Schedule Cards – Cullin/Erin ○ Honor Guard / Singers / Bagpipes – Roxanne/Wendy/Carmen ○ Photo Booth – Roxanne & Stephanie ○ Governor welcome letter - ○ Idaho APCO/NENA Meeting during lunch on 2nd day – Dawn/Cullin ○ Travel Coordinator – Lynn ○ Instructor Gifts – ○ Poster Boards posted at proper times/locations – ○ Legacy Award – Recognize one person per year – Erin will send statewide when we are ready ○ Newsletter – Erin • 10th Anniversary Challenge Coin Chair • 2024 PSAP Conference dates discussion – Coeur d'Alene -- October 7-9, 2024 Cassie/Beverly • Future Meetings: Chair <ul style="list-style-type: none"> ○ March 1 – 10:00 am to 4:00 pm ○ April 5 – 10:00am to 4:00 pm ○ May 3 – 10:00am to 4:00pm Eastern Idaho --?? Idaho Falls/Bonneville dispatch center 	
3:46 – 4:00	Open Comment Period	Chair
4:00	ADJOURNMENT	Chair